

Message

From: Krista Hughes [KristaHughes@skirvinhilton.com]
Sent: 10/31/2017 2:43:27 PM
To: Troche, Luis [Troche.Luis@epa.gov]
CC: Kasman, Mark [Kasman.Mark@epa.gov]
Subject: RE: Commission on Environmental Cooperation Council Session- Skirvin Hilton Oklahoma City 2018

Hi there!

It was such a pleasure to meet you all! And again, I am so sorry that we cannot accommodate the whole program ☹

We can however, offer the below rates for your VIPs.

Standard Room Rate- \$159
Rotunda Suite- \$199
Presidential Suite- \$899

Please let me know if you would like to proceed. I am working on the meeting space side of things, but wanted to get you rates asap. ☺

Best,

Krista Hughes

Krista Hughes | Business Travel Sales Manager
SKIRVIN HILTON OKLAHOMA CITY
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One Park Avenue | Oklahoma City, OK 73102
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From: Troche, Luis [mailto:Troche.Luis@epa.gov]
Sent: Monday, October 30, 2017 9:28 AM
To: Krista Hughes
Cc: Kasman, Mark
Subject: RE: Commission on Environmental Cooperation Council Session- Skirvin Hilton Oklahoma City 2018

Good Morning Krista,

It was a pleasure meeting you last week and touring the Skirvin. As we discussed, here is a list of the limited rooms/capabilities we are looking for given that the hotel is booked and would not be able to host our entire. This is not a request for a reservation but a check on availability on the dates as follows:

June 24 - 28, 2018

- 3 rooms

June 25 – 28, 2018

- 3 suites for Ministers of Environment (US, Canada, Mexico)
- 24 rooms
- Board Room
- Private dining room (on one day , the 26 or 27 TBD for breakfast or dinner)

Best Regards,

Luis Troche

Senior Advisor for North American Affairs
CEC General Standing Committee
Office of Regional and Bilateral Affairs
Office of International and Tribal Affairs
U.S. Environmental Protection Agency
Ph. 202.564.2870 | www.epa.gov/international

From: Krista Hughes [<mailto:KristaHughes@skirvinhilton.com>]

Sent: Friday, October 20, 2017 11:18 AM

To: Troche, Luis <Troche.Luis@epa.gov>

Subject: Commission on Environmental Cooperation Council Session- Skirvin Hilton Oklahoma City 2018

Hi Luis!

I was hoping to speak with you about your 2018 meeting needs. We would be delighted to host, I just have a couple of questions before I can get you a proposal. Please give me a call at your convenience.

Thanks!

Best,

Krista Hughes

Krista Hughes | Business Travel Sales Manager
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